

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice PS-340

For: State and County Offices

**APSS Software for Processing the First Phase of the
Second Dairy Market Loss Assistance Program (DMLA-II) Payments**

Approved by: Deputy Administrator, Farm Programs



1 Overview

A

Background

On March 8, 1999, the first \$200 million **DMLA-I** program was announced.

The Fiscal Year 2000 Agricultural Appropriations Act (Act) provides for a second \$125 million dollar **DMLA-II** program. DMLA-II provides for:

- payments to “new” producers
- supplemental payments to producers who received payment under DMLA-I, and to “new” DMLA-II producers.

County Release No. 428 provides APSS software for processing **only** DMLA-II:

- payments to “new” producers, **see paragraph 6**
- automatically uploading those “new” producer transactions to NITC.

Future APSS software releases will provide for processing additional DMLA-II transactions.

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Disposal Date

January 1, 2001

Distribution

State Offices; States Offices relay to County
Offices

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1 Overview (Continued)

B

Warning

Important: All DMLA-I overpayment/underpayment correction transactions **must** be completed **before** County Offices initiate **any** DMLA-II actions.

Installing County Release No. 428 will **disable** all DMLA-I payment processing capabilities.

C

Purpose

This notices provides APSS instructions for all DMLA-II transactions for:

- processing for “new” DMLA-II producers (meaning any new operations with eligible production or any operation with eligible production that failed to apply before for DMLA-I) in 1 real time function:
 - entry of application data
 - issuance of payments using the previously computed DMLA-I payment rate of \$ **0.2247897** per cwt
 - issuance of Payment Statements
 - printing:
 - stored DMLA-I payment data
 - DMLA-II pre-payment summary reports, **see paragraph 9**
 - issuing supplemental payments to all DMLA-I and “new” DMLA-II producers in a “batch” process using a new calculated payment rate, and printing corresponding Payment Statements, **see paragraph 9**.
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2 DMLA-II Program Basic Information

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Electronic Application Forms

For “new” DMLA-II applicants, FSA-1040 is available to the general public electronically from the PSD web site at, <http://www.fsa.usda.gov/dafp/psd/>.

From the home page select “Commodity Loan and LDP Forms” to access FSA-1040. FSA-1040 may also be accessed at, http://www.fsa.usda.gov/dafp/psd/dairy_prog/dairy_program_II.htm.

B

Basic Facts About DMLA-II

Basic DMLA-II information is provided in Notice LD-490, and the following is additional automation information:

- automated accounting code for:
 - disbursements is “00DMLA2”
 - assignments is “00DMLA2”
 - overpayments is “00DMLA2”
 - producers can be flagged for “refused” payments:
 - before batch payment processing (scheduled for future release)
 - during “new” **DMLA-II** producer payment processing
 - payment rate:
 - to “new” DMLA-II producers is **\$0.2247897** per cwt
 - for batch payment, according to paragraph 9, will be determined after all “new” DMLA-II producer payments have been processed (scheduled for future release).
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2 DMLA-II Program Basic Information (Continued)

C

Important Information About Outstanding DMLA-I Receivables

County Offices **must** flag producers who have outstanding DMLA-I receivables for refused DMLA-II payment according to paragraph 5 **before** taking the option to process batch payments. A **future** software release will provide for processing “refused” DMLA-II payments that result from instructions according to this paragraph.

D

Data Transmission to NITC and Computing a New DMLA-II Payment Rate

Data from all “new” DMLA-II producer payment processing according to paragraph 6 will automatically be transmitted to the NITC mainframe.

Important: KCMO will **transmit**, at a time to be determined, a procedure that will **automatically** trigger an **upload** of “new” DMLA-II producer data to the NITC mainframe.

KCMO will add the “new” DMLA-II producer payment data to the DMLA-I payment data that is already resident on the mainframe. The result will be used to calculate the **new** DMLA-II supplemental payment rate for “batch” payment processing, **see paragraph 9**.

3 Accessing DMLA Processing

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Accessing Menu PMA000

County Offices shall take the following actions to access DMLA Processing Menu PMA000.

Step	Action	Result
1	On Application Selection Menu FAX07001: <ul style="list-style-type: none"> ENTER “13”, “Price Support” PRESS “Enter”. 	Price Support Main Menu PCA005 will be displayed.
2	On Menu PCA005: <ul style="list-style-type: none"> ENTER “10”, “Perform Special Functions” PRESS “Enter”. 	Special Price Support Functions Processing Menu PCA000 will be displayed.
3	On Menu PCA000: <ul style="list-style-type: none"> ENTER “2”, “Perform Dairy Market Loss Assistance (DMLA) Processing Functions” PRESS “Enter”. 	DMLA Processing Menu PMA000 will be displayed.

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4 DMLA Processing Menu PMA000

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Menu PMA000

This is an example of DMLA Processing Menu PMA000.

```
COMMAND                                PMA000
Dairy Market Loss Assistance Program - PROCESSING MENU
-----
  1. Entering DMLA-II Application Data and Issuing Payment (New Only)
* 2. Reserved
* 3. Issuing DMLA-II Batch Payments
  4. Canceling DMLA-II Payables
* 5. Recording DMLA-II Overpayments/Underpayments
* 6. Reserved
  7. Print Stored DMLA Payment Data
* 8. Issue Canceled/Failed DMLA-II Payments
* 9. Flag Refused Payments

21. Return To Application Selection Menu
22. Return to Office Selection Menu
23. Return to Primary Selection Menu
24. Sign Off

Enter option and press the "Enter" key
Cmd3=Previous Menu
```

Installing County Release No. 428 activates option:

- "1" for processing "new" **DMLA-II's**, see paragraph 6
- "4" for canceling **DMLA-II** payables, see paragraph 7
- "7" for printing "stored" DMLA data, see paragraph 8.

Future software releases will activate option:

- "3" for issuing **DMLA-II** pre-payment summaries and batch payments
 - "5" for recording **DMLA-II** overpayments/underpayments
 - "8" for issuing canceled/failed DMLA-II payments
 - "9" for flagging refused **DMLA-II** batch payments.
-

5 Flagging Individuals for Refused Payment

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Flagging Refused Payments for “New” DMLA-II Applicants

Flag “new” DMLA-II applicants for refused payment:

- during their initial payment (at the DMLA-I rate) according to instructions in subparagraph 6 E
 - before their “batch” DMLA-II payment according to **future** APSS instructions.
-

B

Refused Payments in Batch Mode

Refused payments for producers for whom DMLA-I applications were processed through APSS **must** be flagged before their “batch” DMLA-II payment according to **future** APSS instructions.

6 Processing “New” **DMLA-II** Applications and Payments in One Function

A

“New” **DMLA-II** Producer Data

To enter “new” **DMLA-II** application data select option “1”, “Entering **DMLA-II** Application Data and Issuing Payment” on **DMLA** Processing Menu **PMA000** and PRESS “Enter”. Screen **PMA31000** will be displayed to identify the **contact** producer for whom “new” **DMLA-II** data will be entered.

This is an example of Screen **PMA31000**.

077-MARTINDALE		PMA31000	
DAIRY MARKET LOSS ASSISTANCE		Version: AA52 01-01-00 14:06 Term C5	
<hr/>			
Enter Contact Producer’s Last Name COW or Contact Producer’s ID (Numeric) and (Optional) Type (S, I, E or T) . . Program Year 2000 DMLA-II Number New			
<hr/>			
Press “Enter” To Continue Cmd3=Previous Menu Cmd7=End of Job			

On Screen **PMA31000** the:

- program year “2000” is system-displayed and cannot be changed
- system defaults to “New” in **DMLA-II** number field and cannot be changed
- system assigns the **DMLA-II** number beginning with **the next number** after last **DMLA-I** number for the applicable County Office.

After all entries have been completed on Screen **PMA31000**, PRESS “Enter”. Screen **PMA31010** will be displayed.

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6 Processing “New” DMLA-II Applications and Payments in One Function (Continued)

B

“New” DMLA-II Producer Verification

This is an example of Screen PMA31010 that system-displays **contact** producer information for verification.

077-MARTINDALE		PMA31010	
DAIRY MARKET LOSS ASSISTANCE		Version: AA52 01-01-00 14:06 Term C5	
Contact Producer's Last Name	COW	Producer's ID	222 22 2222 S
Program Year	2000	DMLA-II Number	New
Contact Producer's Name	(First Middle Last Suffix)		
BILL COW			
Producer's Address	RR 1 BOX 74 PHILLIP, MS 38950-9603		
Is this the correct producer? (Y or N) . .			
Press "Enter" To Continue Cmd3=Previous Menu Cmd7=End of Job			

After verifying producer information, PRESS “Enter”. Screen PMA10000 will be displayed.

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6 Processing “New” DMLA-II Applications and Payments in One Function (Continued)

C

“New” DMLA-II Producers

This is an example of Screen PMA10000. The following information will be displayed:

- DMLA payment year
- the question, “Does this DMLA Application have multiple producers?”.

SIGN-UP	077-MARTINDALE	PMA10000
DAIRY MARKET LOSS ASSISTANCE	Version: AA52 01-01-00 14:06 Term	C5
<hr/>		
BILL COW	PY 00	DMLA-II # New
Dairy Market Loss Assistance Process for payment year 2000		
Does this DMLA-II Application have multiple producers? (Y or N) . .		
Press “Enter” To Continue Cmd7=End of Job		

IF the entry is...	THEN PRESS “Enter” to display...	AND go to...
“N”	Screen PMA15000	subparagraph F
“Y”	Screen PMA12000	subparagraph D.

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6 Processing “New” **DMLA-II Applications and Payments in One Function (Continued)**

D Multiple Producers

This is an example of Screen PMA12000 for recording **DMLA-II** multiple producers.

SIGN-UP	077-MARTINDALE	PMA12000
DAIRY MARKET LOSS ASSISTANCE	Version: AA52 01-01-00 14:06 Term	C5
<hr/>		
BILL COW	PY 00	DMLA-II # 1
Enter the Last Name or ID Number for the producer who will share in the proceeds of this DMLA-II .		
Last Name		
ID Number (Numeric)		
Are there additional producers? (Y or N) . .		
Press “Enter” To Continue Cmd3=Previous Screen Cmd7=End of Job		

After all multiple producer entries have been recorded on Screen PMA12000, ENTER “N” and PRESS “Enter”. Screen PMA12500 will be displayed.

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6 Processing “New” DMLA-II Applications and Payments in One Function (Continued)

E Producer Shares and Refused Payments

This is an example of Screen PMA12500 for recording **DMLA-II** multiple producer shares and “flagging” producers for refused payment.

SIGN-UP	077-MARTINDALE	PMA12500
DAIRY MARKET LOSS ASSISTANCE	Version: AA5201-01-00 14:06 Term	C5

BILL COW	PY 00	DMLA-II	#	1
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Enter each producer's share in this **DMLA-II** as a whole percentage.
Total **DMLA-II** Percent to be allocated: 100

NAME	PERCENTAGE (%)	REFUSED PYMT
BILL COW	45	N
MIKE HART	55	N

Press “Enter” To Continue Cmd3=Previous Screen Cmd7=End of Job

On Screen PMA12500:

- shares must be entered as a whole percentage and total 100 percent
- “flag” a producer on this payment for “refused” payment by changing default “N” flag to “Y”.

After all entries have been completed, PRESS “Enter”. Screen PMA15000 will be displayed.

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6 Processing “New” DMLA-II Applications and Payments in One Function (Continued)

F

Milk Marketings

This is an example of Screen PMA15000 for entering the applicable milk marketings in whole pounds.

SIGN-UP	077-MARTINDALE	PMA15000
DAIRY MARKET LOSS ASSISTANCE	Version: AA52 01-01-00 14:06 Term	C5
<hr/>		
BILL COW	PY 00	DMLA # 1
Enter Name of Dairy Operation from FSA-1040: ROBERT'S MOO COWS		
Enter Milk Marketings (production) for only the applicable calendar year in whole pounds :		
<u>Calendar Year</u>	<u>Production in Whole Pounds</u>	
1997 Production	9,999,999,999 lbs. 100,000,000 cwt. 26,000 cwt.	
Press “Enter” To Continue Cmd3=Previous Screen Cmd7=End of Job		
Production has been limited to the maximum allowable quantity of 26,000 cwt.		

Screen PMA15000 requires entry of the:

- name of the dairy operation
- applicable milk production in whole pounds.

On Screen PMA15000, when the milk production in whole pounds has been entered, PRESS “Enter” to:

- convert the pounds entered to hundredweight (cwt) and display the result
- when applicable:
 - system-limit the result to 26,000 cwt
 - display the message, “Production has been limited to the maximum allowable quantity of 26,000 cwt.”

PRESS “Enter” to continue. Screen PMA15005 will be displayed.

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6 Processing “New” DMLA-II Applications and Payments in One Function (Continued)

G

Payment Summary

This is an example of Screen PMA15005 which displays **DMLA-II** payment summary data as shown.

SIGN-UP	077-MARTINDALE	PMA15005	
DAIRY MARKET LOSS ASSISTANCE	Version: AA52 01-01-00 14:06 Term	C5	
<hr/>			
BILL COW	PY 00	DMLA # 1	
DMLA Payment Summary			
<u>Year</u>	<u>Allowable Production</u>	<u>Payment Rate</u>	<u>Payment Amount</u>
1997	26,000 cwt	0.2247897	5,844.53
Press “Enter” to store data for upload to KCMO and to print DMLA Application Data Statement.			
Press “Enter” To Continue Cmd3=Previous Screen Cmd7=End of Job			

The following information will be displayed on Screen PMA15005:

- the production year
- the allowable production used to calculate payment
- payment rate of \$ **0.2247897** in the payment rate field, see subparagraph 2 B
- payment amount in the payment amount field.

On Screen PMA15005, PRESS “Enter” to continue processing according to subparagraph H.

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6 Processing “New” DMLA-II Applications and Payments in One Function (Continued)

H

Payment Statement

This is an example of the DMLA Application Data (payment) Statement that:

- will be printed for “new” DMLA-II producers
- can be distinguished from:
 - DMLA-I payments by the “payment year”
 - batch DMLA-II payments by the “payment rate”.

U. S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation DMLA Application Data Statement			
Name & Address of Contact	Program	St. & Co. Codes	
BILL COW RR 1 BOX 74 SOMETOWN, ZZ 33333-3333	DMLA	28-083	
This Dairy Market Loss Assistance program information will be uploaded to KCMO for payment rate calculation, per hundredweight, according to the information provided on form FSA-1040 filed by the producer(s) shown below.			
Name of Dairy Operation: Robert's Moo Cows			
DMLA Number:	00001		
Payment Year:	2000		
Transaction Date:	01-01-00		
<u>Year</u>	<u>Allowable Production</u>	<u>Payment Rate</u>	<u>Payment Amount</u>
1997 or 1998	26,000 cwt	0.2247897	5844.53
PRODUCER	ID NUMBER	SHARE	DMLA AMOUNT
BILL COW	222 22 2222	45 %	2630.04
MIKE HART	777 77 7777	55 %	3214.49
		DATE:	NAME & ADDRESS OF COUNTY FSA OFFICE
			Martindale County FSA Office
			Box 66, RD # 1
			Martindale, ZZ 99992-9987
This program or activity will be conducted on a nondiscriminatory basis without regard to race, color, religion, national origin, age, sex, marital status, or disability.			

After the payment statement has printed, DMLA Processing Menu PMA000 will be redisplayed.

7 Canceling “New” DMLA-II Producer Payables

A

Canceling DMLA-II Payables

To cancel ‘new’ DMLA-II producer payables for payments that have been issued, select option “4”, “Canceling DMLA-II Payables” on Menu PMA000, and PRESS “Enter”. Screen PMA31000 will be displayed.

Follow this table to cancel payables.

Step	Action	Result
1	On Screen PMA31000: <ul style="list-style-type: none"> enter the “DMLA-II Number” of the application to be canceled PRESS “Enter”. 	Screen PMA31500 will be displayed.
2	On Screen PMA31500: <ul style="list-style-type: none"> select the desired producer “Seq Num” PRESS “Enter”. 	Screen PMA31010 will be displayed.
3	On Screen PMA31010: <ul style="list-style-type: none"> ENTER, as applicable, “Y” or “N” to the question, “Is this the correct producer?” PRESS “Enter”. 	<p>If the answer is:</p> <ul style="list-style-type: none"> “Y”, Screen PMA70000 will be displayed showing the following original applications: <ul style="list-style-type: none"> payment year payment date payment amount. <p>Note: The message, “This process will cancel ALL payments (CCC-184 and EFT) issued to ALL producers on this DMLA-II application.” will be displayed.</p> “N”, Screen PMA31000 will be redisplayed. Go back to step 1.
4	On Screen PMA70000: <ul style="list-style-type: none"> ENTER, as applicable, “Y” or “N” to the question, “Do you wish to cancel this DMLA-II Application’s Payment?” PRESS “Enter”. 	Processing will continue as determined by Accounting according to the status and method of payment. After Accounting finishes processing, Menu PMA000 will be displayed. If “N” is entered, Menu PMA000 will be displayed.

8 Printing Stored DMLA Payment Statements

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Stored Payment Data

At any time **after DMLA-I** or **DMLA-II** payments have been issued, County Offices can print stored DMLA Payment Statements.

To print stored DMLA Payment Statements select option “7”, "Print Stored DMLA Payment Data" on Menu PMA000, and PRESS “Enter”. Screen PMA01500 will be displayed.

On Screen PMA01500, enter application number to be printed and PRESS “Enter”. Screen PMA97000 will be displayed.

On Screen PMA97000:

- enter the printer ID to be used
 - enter the number of copies requested
 - PRESS “Enter”. Screen PCE99910 will be displayed with the question, “Do you want to reprint this form? (Y or N)”.
-

9 Processing DMLA-II Batch Payments Through APSS According to A Future Software Release

**A
DMLA-II Batch
Payments**

A **future** release will provide APSS software for processing DMLA-II payments to all DMLA-II producers, meaning all:

- DMLA-I producers who were previous paid according to Notice PS-313
- “new” DMLA-II producers who were paid according to this notice.

Reminder: All “new” DMLA-II producers **must** be paid, according to paragraph 6, **before** the **future** DMLA-II “batch” payment process is run. That **future** “batch” payment process will use the same Payment Statement shown in subparagraph 6 H, and these 2 versions of Payment Statements can be distinguished by their **different** payment rates.
